



China Environmental Resources Group Limited
中國環境資源集團有限公司

(Incorporated in the Cayman Islands with limited liability)

(於開曼群島註冊成立之有限公司)

Stock Code 股份代號: 1130



ENVIRONMENTAL,
SOCIAL AND
GOVERNANCE
REPORT 環境、社會及
管治報告

2018

PRINCIPLES

China Environmental Resources Group Limited (the “**Company**”) and its subsidiaries (collectively referred to as the “**Group**”) persistently strive to operate its business in an economic, social and environmentally sustainable manner. During the year, while seeking business growth, the Group assumed its corporate environmental and social responsibilities proactively by making constant progress towards sustainable development. The Group has developed and improved the Group’s environmental policies, optimised the efficiency in the use of energy and resources, advocated and promoted environmental protection and reduced the impact of its business development on the environment.

As a responsible corporate citizen, the Group strictly follows the regulatory requirements on employment, human rights, labour rights, supply chain management, product responsibility and anti-corruption. The Group cares for the community and the environmental disadvantages as well as creates value for stakeholders including its employees, suppliers, clients and the community in order to make contribution to the overall advancement and sustainable development of the society.

The Company is pleased to present its second Environmental, Social and Governance Report, which aims to demonstrate its efforts on sustainability developments to both internal and external stakeholders.

This report has been prepared in accordance with the Environmental, Social and Governance Reporting Guide as set out in Appendix 27 to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited. The report primarily highlights the Group’s major initiatives and activities implemented from 1 July 2017 to 30 June 2018 (“**Year 2018**”). For information regarding the governance section, please refer to the Corporate Governance Report as incorporated in the Company’s Annual Report 2018.

The Company is committed to the long-term sustainability of its business, as well as providing support to environmental protection and the communities in which it operates. Quality products and services are delivered to customers, and its business is managed prudently under sound decision-making processes. The Company seeks to balance the views and interests of the stakeholders through constructive conversation with a purpose to set the course for long-term prosperity. The board of directors (the “**Board**”) is responsible for evaluating and determining the environmental, social and governance risks of the Company, and ensuring that relevant risk management and internal control systems are in place and operate effectively. The Group has set up the ESG Working Team which meets regularly to review and evaluate the corporate performance on the relevant environmental, social and governance issues.

宗旨

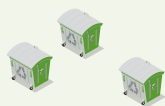
中國環境資源集團有限公司(「**本公司**」)及其附屬公司(統稱為「**本集團**」)力求在經濟、社會及環境方面採用可持續的方式經營業務。年內，本集團在尋求業務增長的同時，透過在可持續發展方面不斷取得進展，積極承擔企業環境及社會責任。本集團已制定並改進本集團的環境政策，優化能源及資源的使用效率，提倡並推動環境保護，以及減低業務發展對環境的影響。

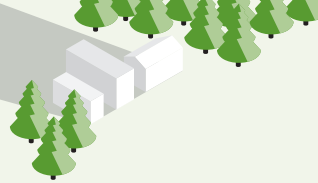
作為盡責的企業公民，本集團恪守關於僱傭、人權、勞工權益、供應鏈管理、產品責任及反貪污的監管規定。本集團關注社區及環境的不利因素，並為僱員、供應商、客戶及社區等持份者創造價值，務求為社會的整體進步及可持續發展出一分力。

本公司欣然提呈其第二份環境、社會及管治報告，旨在向內外界持份者展示其在可持續發展方面的努力。

本報告乃按照香港聯合交易所有限公司證券上市規則附錄27所載的環境、社會及管治報告指引編製。本報告著重介紹本集團於二零一七年七月一日至二零一八年六月三十日(「**二零一八年度**」)實施的主要措施及活動。有關管治部分的資料，請參閱本公司二零一八年年報所載的企業管治報告。

本公司致力維持其業務的長遠可持續發展，以及為環境保護及其營運所在的社區提供支援。本公司為客戶提供優質的產品及服務，並根據完善的決策程序審慎管理業務。本公司透過具建設性的溝通，致力平衡持份者的意見及利益，從而確定長期發展方向。董事會(「**董事會**」)負責評估及釐定本公司的環境、社會及管治風險，並確保相關風險管理及內部監控系統已實施到位及有效運作。本集團已成立環境、社會及管治工作團隊，該團隊會定期會面以檢討及評估企業在相關環境、社會及管治事宜方面的表現。





This report focus on two subsidiaries namely Power Asia Motorsport Company Limited (“**PAM**”) and Peak Environmental Resources Limited (“**PER**”). PAM is engaged in distribution and trading of motor vehicles and related accessories with major brand names such as “Norton” and “Bimota”. PER is engaged in metal recycling. The operations of PAM and PER are the material business segments of the Group relating to the environmental aspect.

This report has primarily highlighted the major performance and disclosure in Year 2018 for the three environmental aspects and eight social aspects.

本報告側重於兩間附屬公司，即Power Asia Motorsport Company Limited(「**PAM**」)及高源環保產業有限公司(「**高源環保**」)。PAM從事分銷及買賣汽車及相關配件，旗下主要品牌諸如「Norton」及「Bimota」。高源環保從事金屬回收。PAM及高源環保的營運為本集團與環境範疇有關的重大業務分部。

本報告主要從三個環境方面及八個社會方面著重介紹二零一八年度的主要表現及披露情況。



STAKEHOLDER ENGAGEMENT

Stakeholder engagement plays a core role in the sustainability of the Group. The Group fully appreciates the needs to build both online and offline communication channels and to provide stakeholders with timely reports on strategic planning and performance of the Group in order to establish a continuing communication mechanism with the stakeholders. In addition, the Group consults the stakeholders on their recommendations and propositions to ensure its business practices can meet the expectations of the stakeholders.

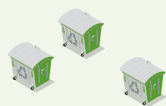
The stakeholders include the shareholders, governments and regulatory bodies, employees, customers, suppliers and society and the public. The Group discusses with the stakeholders through various channels for their expectations and relevant feedback of the Group as below:

Stakeholder 持份者	Expectations 期望	Communication and feedback 溝通及反饋
Shareholders 股東	<ul style="list-style-type: none"> Financial results Corporate transparency Sound risk control 	<ul style="list-style-type: none"> To improve profitability Regular information disclosure To optimize risk management and internal control 提高盈利能力 定期信息披露 優化風險管理及內部控制
Governments and regulatory bodies 政府及監管機構	<ul style="list-style-type: none"> Compliance with laws and regulations Tax payment in accordance with laws 遵守法例及規例 依法納稅 	<ul style="list-style-type: none"> Compliance operation Tax payment in full and on time 合規經營 按時足額納稅
Employees 僱員	<ul style="list-style-type: none"> Career development platform Salary and benefits Safe working environment 職業發展平台 薪金及福利 安全的工作環境 	<ul style="list-style-type: none"> Promotion mechanism Competitive salary and employee benefits To provide trainings for employees and strengthen their safety awareness 晉升機制 具競爭力的薪金及僱員福利 提供僱員培訓及加強安全意識

持份者參與

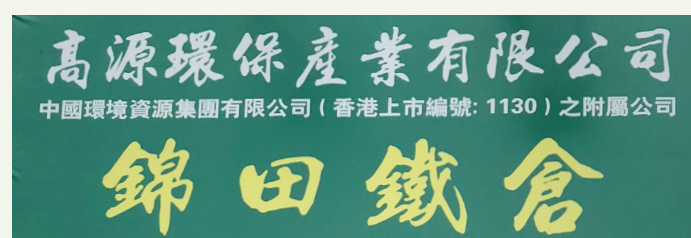
持份者參與在本集團的可持續發展中擔當核心角色。本集團深明需要搭建線上及線下溝通渠道，並及時向持份者提供有關本集團戰略規劃及表現的報告，藉以與持份者建立長效溝通機制。此外，本集團向持份者徵求建議及提議，以確保其業務實踐符合持份者之期望。

持份者包括股東、政府及監管機構、僱員、客戶、供應商以及社會及公眾。本集團透過多種渠道與持份者討論其期望，而本集團的相關反饋如下：





Stakeholder 持份者	Expectations 期望	Communication and feedback 溝通及反饋
Customers 客戶	<ul style="list-style-type: none"> Logistics and delivery service standards Customer information security Customer rights and Interests protection 物流及交付服務水準 客戶信息安全 客戶權利及權益保障 	<ul style="list-style-type: none"> To get delivery status through product tracking system Customer privacy protection Compliance marketing 藉助產品跟蹤系統掌握交付狀態 客戶私隱保護 合規營銷
Suppliers 供應商	<ul style="list-style-type: none"> Integrity cooperation Business ethics and credibility 誠信合作 商業道德及信譽 	<ul style="list-style-type: none"> To build a responsible supply chain To perform the contract according to law 構建負責任的供應鏈 依法履約
Society and the public 社會及公眾	<ul style="list-style-type: none"> Environmental protection Employment opportunities 環境保護 就業機會 	<ul style="list-style-type: none"> To put into use environmental protection and energy saving equipment To provide employment opportunities 將環保節能設備投入使用 提供就業機會





MATERIALITY ASSESSMENT

In 2018, the Company conducted a comprehensive materiality assessment. This involved conducting interviews and/or surveys with internal and external stakeholders to identify which areas have the most significant operating, environmental and social impacts towards their business.

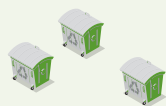
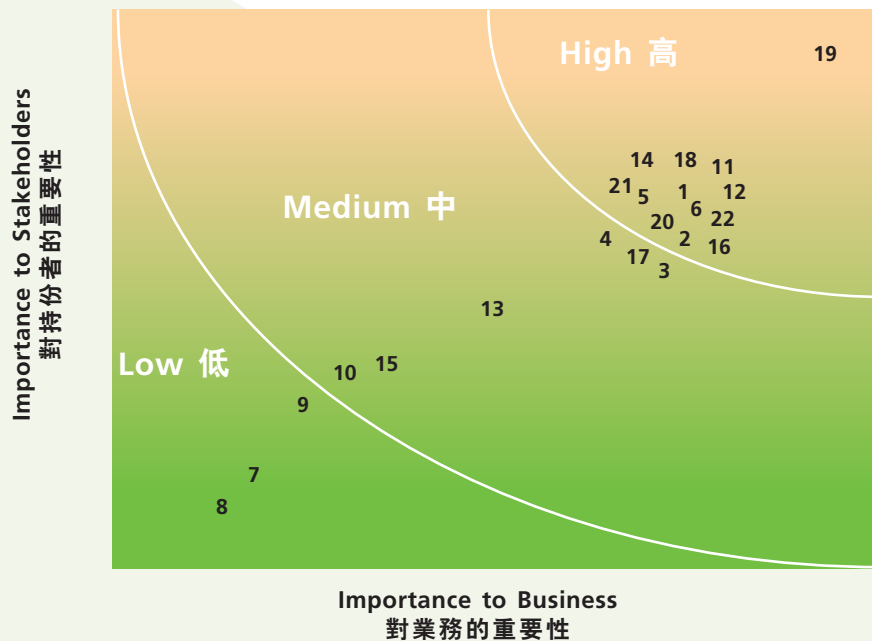
With reference to the scopes as required under the ESG Reporting Guide and taking into consideration of the corporate business characteristics, we have identified and confirmed 22 issues, which cover environmental, training and development, occupational health and safety, labour standards in supply chain, corporate governance, customer privacy, anti-corruption and community investments.

重要性評估

於二零一八年，本公司開展全面的重要性評估，其中涉及對內外界持份者進行訪談及／或調查，以識別在營運、環境及社會方面對其業務最具影響之處。

經參考環境、社會及管治報告指引所規定的範圍，並經考慮企業業務特點後，我們已識別及確認22項問題，涵蓋環境、培訓及發展、職業健康與安全、供應鏈勞工標準、企業管治、客戶私隱、反貪污及社區投資。

ESG issues materiality matrix 環境、社會及管治問題重要性矩陣圖





Environmental issues 環境問題	Social issues 社會問題	Operating issues 營運問題
1. Greenhouse gas emissions 溫室氣體排放	9. Local community engagement 當地社區參與	17. Economic value generated 產生的經濟價值
2. Energy consumption 能源消耗	10. Community investment 社區投資	18. Corporate governance 企業管治
3. Water consumption 水資源消耗	11. Occupational health and safety 職業健康與安全	19. Anti-corruption 反貪污
4. Waste 廢棄物	12. Labour standards in supply chain 供應鏈勞工標準	20. Supply chain management 供應鏈管理
5. Saving energy measures 節能措施	13. Training and development 培訓及發展	21. Customer satisfaction 客戶滿意度
6. Use of raw materials and packaging materials 原材料及包裝材料的使用	14. Employee welfare 僱員福利	22. Customer privacy 客戶私隱
7. Utilization of energy resources 能源資源的利用	15. Inclusion and equal opportunities 共融及平等機會	
8. Use of chemicals 化學品的使用	16. Talent attraction and retention 吸引及挽留人才	

In addition to compliance with the ESG Reporting Guide, the Group has also included more details of the issues to which the stakeholders pay greater attention in the Report. Meanwhile, the materiality assessment results will provide the Group with guidance on formulating strategic objectives and plans to resolve the ESG issues for the coming year, as well as on continuing to push forward its sustainability development.

除遵守環境、社會及管治報告指引外，本集團亦於本報告內對持份者較為關注的問題載入更多詳情。同時，重要性評估結果將指導本集團制定來年的戰略目標及解決環境、社會及管治問題的計劃，同時持續推進可持續發展進程。

EMISSIONS

PAM is principally engaged in distribution and trading of motor vehicles and related accessories. PER is principally engaged in metal recycling. Hence, the emission, which relating to air and greenhouse gas emissions, discharges into the water and land, as well as generation of hazardous and non-hazardous wastes are minimal in Year 2018.

排放物

PAM主要從事汽車及相關配件的分銷及買賣。高源環保主要從事金屬回收。因此，於二零一八年度，有關廢氣及溫室氣體排放、向水及土地的排污以及產生的有害及無害廢棄物的排放物微乎其微。

During the Year 2018, the major emissions of the PAM, PER and office in Sheung Wan were: (i) the fuel consumed, kilometers travelled and greenhouse gases generated from use of motor vehicles; (ii) greenhouse gases generated from the electricity consumed; (iii) greenhouse gases generated from the paper waste disposed at landfills; and (iv) greenhouse gases generated from business air travel by employees.

於二零一八年度，PAM、高源環保及上環辦事處的主要排放物為：(i)使用汽車所消耗的燃料、所行駛的里數及所產生的溫室氣體；(ii)用電產生的溫室氣體；(iii)棄置於堆填區的廢紙產生的溫室氣體；及(iv)僱員航空差旅產生的溫室氣體。



Fuel consumption of a motor vehicle is the major source of nitrogen oxides (“NO_x”), sulphur oxides (“SO_x”) and particulate matter (“PM”) emissions. The motor vehicle is strictly used for picking up the staff and business activities.

汽車的燃料消耗為氮氧化物(「氮氧化物」)、硫氧化物(「硫氧化物」)及顆粒物(「顆粒物」)等排放物的主要來源。汽車僅用於接載員工及業務活動。

Gaseous emissions from the use of a motor vehicle

使用汽車產生的氣體排放物

Environmental performance	環境表現	Unit 單位	Total 總計
NO _x	氮氧化物	Kg 公斤	124.7
SO _x	硫氧化物	Kg 公斤	1.2
PM	顆粒物	Kg 公斤	10.3



Greenhouse gas (“GHG”) emissions from operations

營運產生的溫室氣體(「溫室氣體」)排放物

Environmental performance	環境表現	Unit 單位	Total 總計
GHG emission (Scope 1)	溫室氣體排放(範圍1)	Kilogram carbon dioxide equivalent (“Kg CO ₂ e”) 公斤二氧化碳當量 (「公斤二氧化碳當量」)	205,773
GHG emission (Scope 2)	溫室氣體排放(範圍2)	Kg CO ₂ e 公斤二氧化碳當量	64,136
GHG emission (Scope 3)	溫室氣體排放(範圍3)	Kg CO ₂ e 公斤二氧化碳當量	3,203
Total GHG emission	溫室氣體排放總量	Kg CO ₂ e 公斤二氧化碳當量	273,112
Total area	總面積	Square meter (“M ² ”) 平方米(「平方米」)	5,411
GHG emission intensity	溫室氣體排放密度	Kg CO ₂ e/M ² 公斤二氧化碳當量/ 平方米	50.5

Scope 1: It represents the liquefied petroleum gas, diesel oil from consumption of motor vehicles.

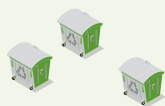
範圍1：指汽車消耗的液態石油氣及柴油。

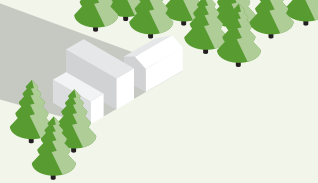
Scope 2: It represents the electricity purchased from power suppliers and gas purchased from the Hong Kong and China Gas Company Limited.

範圍2：指自電力供應商購買的電力及自香港中華煤氣有限公司購買的燃氣。

Scope 3: It represents the paper waste disposed at landfills and water used.

範圍3：指棄置於堆填區的廢紙及用水。





Environmental performance from operations

營運的環境表現

Environmental Performance	環境表現	Unit 單位	Total 總計
Hazardous waste produced	產生的有害廢棄物	Kg 公斤	(Note 1) (附註1)
Intensity	密度	Kg CO ₂ e/M ² 公斤二氧化碳當量/ 平方米	N/A 不適用
Non-hazardous waste produced	產生的無害廢棄物	Kg 公斤	25,000
Intensity	密度	Kg CO ₂ e/M ² 公斤二氧化碳當量/ 平方米	4.6

Note 1: Hazardous wastes produced by PAM, PER and office in Sheung Wan are minimal. Therefore, no relevant figure is quantified.

附註1: PAM、高源環保及上環辦事處產生的有害廢棄物微乎其微。因此，並無量化相關數字。

There is no hazardous waste produced from the business operations of PAM and PER business. Non-hazardous waste produced by the Group is mainly from the business operations of PAM and PER.

PAM的業務營運及高源環保的業務並無產生任何有害廢棄物。本集團產生的無害廢棄物主要來自PAM及高源環保的業務營運。

In order to minimise the fuel consumption, energy consumption, paper wastage and air travel by employees, various sustainable development measures have been enforced to address environmental responsibilities under normal operating procedures, including but not limited to the following: (i) motor vehicles are restricted to serve for senior management to attend business meetings and to be used by important clients or business partners; (ii) employees are advised to switch off the light and air-conditioning after use; (iii) employees are encouraged to print only when necessary and priority to use recycle papers for printing; (iv) use of electronic form of documents to reduce paper usage; (v) employees are encouraged to prevent unnecessary overseas business travel; and (vi) video/voice conference call are extensively adopted.

為盡量減少燃料消耗、能源消耗、紙張浪費及僱員航空差旅，本公司已實行各種可持續發展措施，務求在一般營運程序中履行環境責任，包括但不限於以下各項：(i) 限制汽車供高級管理人員參加商務會議時使用以及供重要客戶或業務夥伴使用；(ii) 建議僱員在使用後關掉照明設備及空調；(iii) 鼓勵僱員僅在有需要時打印，並優先使用回收紙打印；(iv) 使用電子形式的文件以減少紙張使用；(v) 鼓勵僱員避免不必要的海外差旅；及(vi) 廣泛採用視像／語音會議。

The main sources of exhaust gas and greenhouse gases are emitted by motor vehicles used by PAM and machines used by PER in Year 2018. The Group has improved the use of its vehicles by ensuring the effective usage and environmentally friendly operation as well as strictly controlling exhaust gas emissions.

於二零一八年度，廢氣及溫室氣體主要由PAM使用的汽車及高源環保使用的機器排放。本集團確保有效使用及以環保方式操作汽車，並嚴格監控廢氣排放，藉以改善汽車的使用情況。

Compliance with relevant laws and regulations

遵守相關法例及規例

The Group is not aware of any material non-compliance with the Waste Disposal Ordinance, Product Eco-responsibility Ordinance and other applicable laws and regulations that have a significant impact relating to air and greenhouse gas emissions, discharging into water and land, generation of hazardous and non-hazardous waste of the Group during the Year 2018.

於二零一八年度，本集團並不知悉與本集團在氣體及溫室氣體排放、向水及土地排污以及產生有害及無害廢棄物方面有關並構成重大影響的任何嚴重違反《廢物處置條例》、《產品環保責任條例》以及其他適用法例及規例的情況。

In addition, no significant fines or non-monetary sanction for non-compliance with relevant laws and regulations has been reported in the Year 2018.

此外，於二零一八年度，概無因違反相關法例及規例而被判處大額罰款或非金錢處罰。



USE OF RESOURCES

The Group is committed to minimising the impact of business activities on the environment, and supporting environmental protection programmes. In particular, a number of initiative measures designing to conserve resources were introduced to promote employee awareness of the need in order to achieve efficient utilisation of resources.

As mentioned in the above "Emission" section, the Group has a series of policies and procedures to minimise the electricity consumed by the employees in PAM, PER and office in Sheung Wan.

Consumptions from operations

Environmental performance	環境表現	Unit 單位	Total 總計
Electricity consumption	耗電量	KWh 千瓦時	119,180
Electricity intensity	用電單耗	KWh per M ² 每平方米千瓦時	22
Water consumption	用水量	M ³ 立方米	1,055
Water intensity	用水單耗	M ³ per M ² 每平方米立方米	0.2
Packaging material used for finished products	製成品所用包裝材料	Kg 公斤	Note 1 附註1
Packaging material used for finished products	製成品所用包裝材料	Kg per unit produced 每個產出單位公斤	N/A 不適用

Note 1: No packaging material is purchased by PAM and PER and office in Sheung Wan.

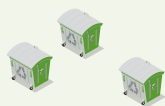
資源使用

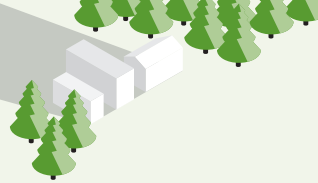
本集團致力盡量減少業務活動對環境的影響，並積極支持環保活動。具體而言，本集團推出多項旨在節約資源的主動措施，讓僱員意識到有關需要，從而有效利用資源。

誠如上文「排放物」一節所述，本集團設有一系列政策及程序，以盡量減少PAM、高源環保及上環辦事處僱員的耗電量。

營運消耗

附註1：PAM、高源環保及上環辦事處並無購買包裝材料。





Regarding measures to mitigate emissions, the Group closely monitors the level of energy consumption, greenhouse gas emissions and wastes disposal of PAM, PER and office in Sheung Wan. Every year, the Group is required to set its respective energy and carbon reduction targets and come up with feasible measures to achieve them. The details and results achieved are listed as follows:

就減少排放的措施而言，本集團密切監察PAM、高源環保及上環辦事處的能源消耗、溫室氣體排放及廢棄物處置水平。本集團每年均須設定相應的節能減碳目標，並構思可行措施以實現該等目標。詳情及成果列示如下：

Projects 項目	Details and results achieved 詳情及成果
Light-emitting diode (LED) 發光二極管(LED)	Part of lightings in the PAM, PER and office in Sheung Wan have been installed with LED, instead of compact fluorescent lamps, which have reduced electricity consumption. PAM、高源環保及上環辦事處的部分照明採用LED而非一體式螢光燈，以減少耗電量。
Multi-function devices 多功能設備	The multi-function devices with printing, scanning and photocopying have been extensively adopted. Employees are advised to switch on the devices only when use and switch off after office hours, which have reduced electricity consumption. 廣泛採用集打印、掃描及影印的多功能設備。建議僱員僅在使用時開動，並在非辦公時間關掉相關設備，以減少耗電量。
Water conservation 節約用水	The staff strictly control the usage of water resources in PAM, PER and office in Sheung Wan. All staff were encouraged to save water at pantry. As a result, consumption of water has been reduced. 員工嚴格控制PAM、高源環保及上環辦事處對水資源的使用。鼓勵全體員工在使用茶水間時節約用水。因此，用水量有所減少。
Air-conditioners 空調	More energy efficient air conditioners were installed in Year 2018 thus reducing the relevant consumption of electricity. 已於二零一八年度安裝更多具能源效益的空調，使相關耗電量有所減少。
Non-hazardous waste 無害廢棄物	Non-hazardous waste from PAM, PER and office in Sheung Wan include consumables, household waste, paper and paper boxes. The PAM, PER and office in Sheung Wan have made their best effort to minimise their impact on the environment by using recyclable paper and paper boxes. The PAM, PER and office in Sheung Wan promotes separation of waste such as cartons and plastic bottles, which are placed in designated areas to be collected by recyclers. PAM、高源環保及上環辦事處的無害廢棄物包括消耗品、生活垃圾、紙張及紙箱。PAM、高源環保及上環辦事處透過使用可回收紙張及紙箱，竭力將其對環境的影響降至最低。PAM、高源環保及上環辦事處鼓勵將硬紙盒及塑膠樽等廢棄物作分類處理，放置於指定區域，以待回收商收集。

THE ENVIRONMENT AND NATURAL RESOURCES

環境及天然資源

The Group encourages all employees to participate in different kinds of recycling activities and to minimise the use of natural resources. In Year 2018, there was no significant impact on the environment and natural business from the operations of the Group, in particular, the PAM, PER and office in Sheung Wan.

本集團鼓勵全體僱員參與各種回收活動並盡量減少使用天然資源。於二零一八年度，本集團(特別是PAM、高源環保及上環辦事處)的營運概無對環境及自然構成重大影響。





The Group integrates promotion with practice in its daily office operation, develops the environmental awareness of its employees and encourages its employees to fulfill its environmental responsibilities.

本集團在日常辦公室運作中將推廣與實踐相結合，培養僱員的環保意識並鼓勵僱員履行環保責任。

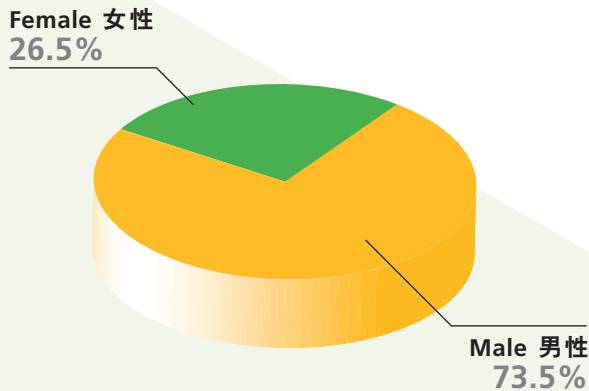
The Group actively introduces environmental protection measures in the office spaces, including priority to use of energy-saving lighting and electrical appliances, turning off electric equipment and lighting during non-office hours and reusing of papers. In addition, the Group also encourages its employees to save resources, cherish food and avoid wastage of resources.

本集團在辦公空間積極引進環保措施，包括優先選用節能照明設備及電器、在非辦公時間關閉電子設備及照明設備及重複使用紙張。此外，本集團亦鼓勵僱員節約資源、珍惜食物及避免浪費資源。

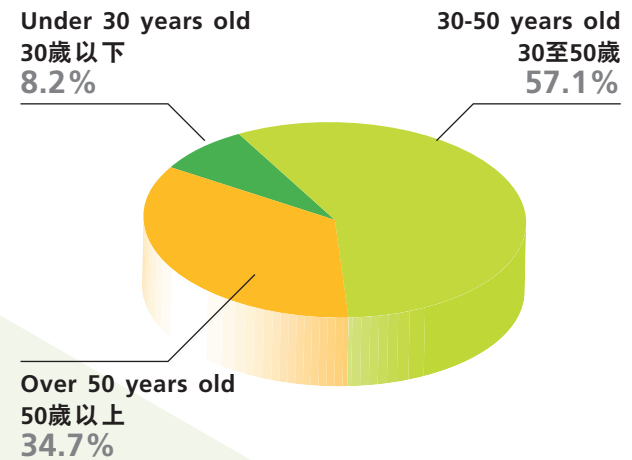
Distribution of workforce classified by different categories

按不同類別劃分的員工分佈

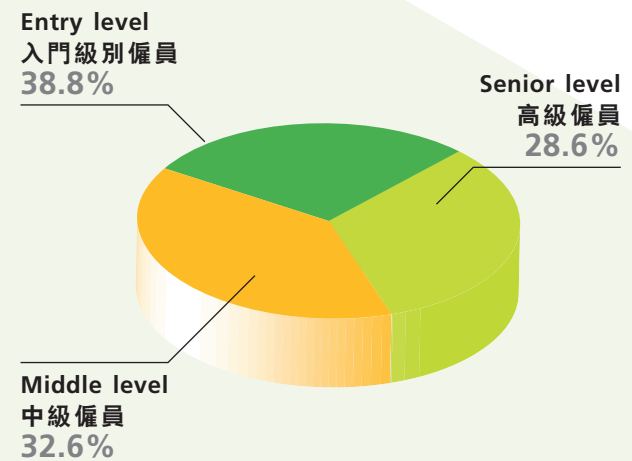
By gender 按性別劃分



By age group 按年齡組別劃分



By employment category 按僱傭類別劃分





EMPLOYMENT

The Group has a set of comprehensive human resources management policy to provide guidances and requirements for employees behaviour. The policy states the scope of compensation and dismissal, recruitment and promotion, working hours, appraisal, training and benefits. The Group has always strictly observed the relevant legislations in PAM, PER and flagship store regarding the equal employment opportunities, labour and forced labour.

The Group strongly emphasises developing human resources and providing competitive remuneration and welfare packages. Promotion opportunities and salary increments are based on individual performance. Employees are entitled to a wide-range of fringe benefits such as annual leave, sick leave, maternity leave, marriage leave and medical insurance coverage in accordance with the local laws and Employment Ordinance.

The Group emphasizes equal opportunities for all personnel in respect of hiring, pay rates, training and development, promotion and other terms of employment. The Group is committed to providing a working environment that is free from any form of discrimination on the basis of ethnicity, gender, religion, age, disability or sexual orientation.

The average working hours for general employees in the Group are normally not more than 9 hours a day and 45 hours a week. Integrated computation of working hours is implemented with reference to the requirements of the Employment Ordinance.

Treatment of employee's misconduct must be fair and reasonable in all of the circumstances. Misconduct may lead to a warning, and more serious misconduct may lead to a dismissal. Any acts of misconduct would be reported to the human and administration department. In Year 2018, no incident of serious misconduct was identified.

The Group has diversified cultures including the employees with different genders, ages, skills, educational backgrounds, industry experiences and other qualifications in order to achieve the most suitable composition and balance.

Compliance with relevant laws and regulations

The Group is not aware of any material non-compliance with the Employment Ordinance, Employees' Compensation Ordinance and other applicable laws and regulations that have a significant impact relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination and other benefits and welfare on the Group in the Year 2018.

No non-compliance with law that resulted in significant fines or sanctions had been reported in Year 2018.

僱傭

本集團設有一套全面的人力資源管理政策，就僱員行為提供指引及規定。該政策訂明薪酬範圍以及解僱、聘用及晉升、工作時間、評估、培訓及福利等事宜。本集團旗下的PAM、高源環保及旗艦店一直恪守關於平等就業機會、勞工及強制勞工的相關法例。

本集團極度重視發展人力資源及提供富競爭力的薪酬和福利待遇，並根據個人表現給予晉升機會及加薪。根據地方法例及《僱傭條例》，僱員有權享有年假、病假、產假、婚假及醫療保險等一系列附加福利。

本集團著重在招聘、薪酬水平、培訓與發展、晉升及其他聘用條款方面為全體人員提供平等機會。本集團致力提供一個並無種族、性別、宗教、年齡、殘疾或性取向等任何形式的歧視的工作環境。

本集團一般僱員的平均工作時間通常不超過每天9小時及每週45小時。工作時間乃經參考《僱傭條例》規定綜合計算。

在所有情況下，僱員的不當行為均須以公平合理的方式處理。僱員如有不當行為，可能遭到警告，程度更為嚴重者，則予以解僱。任何不當行為均會向人力及行政部門報告。於二零一八年度，並無發現涉及嚴重不當行為的事件。

本集團擁有多元文化，包括聘用不同性別、年齡、技能、教育背景、行業經驗及其他資格的僱員，以在人力資源上達致最合適的組合及平衡。

遵守相關法例及規例

於二零一八年度，本集團並不知悉有任何嚴重違反《僱傭條例》、《僱員補償條例》及其他適用法例及規例，令本集團在薪酬及解僱、招聘及晉升、工作時間、休息時間、平等機會、多元化、反歧視以及其他待遇及福利方面造成重大影響。

於二零一八年度，概無因違反法例而被判處重大罰款或處罰。



HEALTH AND SAFETY

The Group places a high priority on securing health and safety of all its employees. The Group endeavors to protect them from work-related accidents or injuries and pledges full compliance with the relevant occupational health and safety in Hong Kong business under the Employment Ordinance.

The Group complies with the regulations and guidelines by execution of health and safety policies to prevent occupational accident. The specific measures taken by the Group include: (i) providing tailored-made safety training to the repair department staff in carrying out the electrical works and machine; (ii) providing and ensuring the use of suitable personal protective equipment, such as protective gloves and safety glasses, to put additional protection to the repair department staff; and (iii) exercising adequate monitoring and effective supervision to ensure that the safety precautionary measures are strictly implemented.

Compliance with relevant laws and regulations

The Group is not aware of any material non-compliance with the Occupational Safety and Health Ordinance and other applicable laws and regulations that have a significant impact on providing a safe working environment and protecting employees from occupational hazards of the Group in Year 2018.

No non-compliance with law that resulted in significant fines or sanctions had been reported in Year 2018.

DEVELOPMENT AND TRAINING

The Group strives to provide an environment where its employees can grow professionally and develop their career path that meets the long-term growth of their expectation simultaneously. In view of that, the Group encourages its employees to participate in the continuous learning activities especially the safety training programs. The Group also provides training to directors with regular reading materials to ensure that they keep abreast of the latest regulatory requirements, corporate governance practices, financial information and market trends.

The Group encourages relevant employees to participate in external training activities at accredited professional institution during office hours such as seminars held by the Stock Exchange of Hong Kong Limited.

The health and safety of employees are the core elements of smooth operation. The Group actively promotes the safety strategy, continuously improves responsibility, implements safety risk prevention and processes controls and the safety training, to strengthen the awareness of safety for the employees at all levels.



健康與安全

本集團極度重視保障全體僱員的健康及安全。本集團致力保障僱員以免因工作而發生意外或導致受傷，並承諾就香港業務全面遵守《僱傭條例》下的相關職業健康及安全規定。

本集團執行健康與安全政策，遵守法規及指引，避免發生職業意外。本集團採取的具體措施包括：(i)為維修部門的電工及機械作業員工提供度身訂製的安全培訓；(ii)提供及確保使用合適個人防護裝備，例如保護手套及護目鏡，為維修部門員工加添保障；及(iii)充分監察及有效監督，確保嚴格執行安全防範措施。

遵守相關法例及規例

於二零一八年度，本集團並不知悉有任何嚴重違反《職業安全及健康條例》及其他適用法例及規例，令本集團在提供安全工作環境及保障僱員免受職業性危害方面構成重大影響。

於二零一八年度，概無因違反法例而被判處重大罰款或處罰。

發展及培訓

本集團致力提供一個環境，讓僱員可在專業方面有所成長，同時發展彼等的事業，以滿足彼等實現長遠發展的期望。有鑑於此，本集團鼓勵其僱員參加持續進修活動，尤其是安全培訓課程。本集團亦透過定期提供閱讀材料以為董事提供培訓，務求確保彼等緊貼最新的監管規定、企業管治常規、財務資訊及市場趨勢。

本集團鼓勵相關僱員於辦公時間內在認可的專業機構參加外部培訓活動，例如香港聯合交易所有限公司舉辦的講座。

僱員的健康及安全乃平穩順暢運營的重中之重。本集團積極推動安全策略，持續改善責任，實施安全風險防治，進行監控及安全培訓，從而提升各級僱員的安全意識。





LABOUR STANDARDS

The Group fully understands that exploitation of child and forced labour are universally condemned, and therefore takes the responsibilities against child and forced labour very seriously. The Group strictly complies with all laws and regulations against child and forced labour. Internal policies are also in place to ensure that no person who is under age or under coercion is hired and, if any such case is identified during the recruitment process, it will be reported to the relevant authorities.

Employment by the Group is based on the principle of fairness, openness and willingness. All individuals enter into employment contracts without acts of forced labour.

To prevent the exploitation of child, human resources department staff checks the identity card of all permanent employees.

Compliance with relevant laws and regulations

The Group is not aware of any material non-compliance with the Employment Ordinance, Employment of Children Regulations and other applicable laws and regulations that preventing from employment of child or forced labour on the Group in Year 2018.

No non-compliance with law that resulted in significant fines or sanctions had been reported in Year 2018.

SUPPLY CHAIN MANAGEMENT

The Group has policy named "Procurement and Tender Procedure" (採購及投標程序) which requires the newly hired suppliers and contractors to have demonstrable track records of satisfactory performance. The Group requires its suppliers to act responsibly and adhere to their environmental, social and governance standards.

The Group has the greatest respect for the laws and regulations that govern its business. The Group always adheres to good practices and conducts fair and unbiased procurement processes when dealing with suppliers.

In situations where several companies can meet its project requirements, the Group will select those with a good reputation for being environmentally and socially responsible and/or that hold environmental certification. The Group offers its contractors encouragement and support in its efforts to further improve their environmental protection.

勞工準則

本集團深知剝削童工及強制勞工為世不容，因此非常認真看待反對一切僱用童工及強制勞工的責任。本集團嚴格遵守所有針對僱用童工及強制勞工的法例及規例。本集團亦設有內部政策，以確保絕不僱用未成年或受脅迫的人士，而倘若在招聘過程中發現任何有關情況，將通報相關機構。

本集團本著公平、公開及自願的原則僱用員工。全體僱員均簽訂僱傭合約，並無強制勞工行為。

為防止剝削兒童，人力資源部門的員工會核對所有長期僱員的身份證。

遵守相關法例及規例

於二零一八年度，本集團並不知悉本集團在防止僱用童工或強制勞工方面，有任何嚴重違反《僱傭條例》、《僱用兒童規例》以及其他適用法例及規例的情況。

於二零一八年度，概無因違反法例而被判處重大罰款或處罰。

供應鏈管理

本集團有一項名為「採購及投標程序」的政策，規定新聘供應商及承包商須具有可靠且令人滿意的往績記錄。本集團要求供應商盡責行事，恪守其環境、社會及管治標準。

本集團嚴格遵守規管其業務的法例及規例。本集團一直以良好實務及公平公正的採購程序處理與供應商的交易。

倘若有多間公司符合本集團的項目要求，本集團會選擇在環保及社會責任方面具備良好聲譽及／或持有環保認證的公司。本集團鼓勵及支持其承包商進一步改善彼等的環保表現。



PRODUCT RESPONSIBILITY

The Group places a high priority to ensure customer satisfaction in terms of its products and services. Strenuous efforts are made to ensure compliance with the laws and regulations relating to product health and safety, labelling and privacy matters of the jurisdictions in which the Group operates. The Group requires its employees to comply with the applicable governmental and regulatory laws, rules, codes and regulations. In addition, PAM runs training sessions for its relevant employees in respect of product responsibilities and specification. Orientation training is conducted for new employees, while refreshment trainings are provided for all employees on a regular basis.

PAM inspects and ensures that all products are in good quality before they are sold to the customers. To enhance after sales services, PAM provides repairing services for motor vehicles at the shop.

Compliance with relevant laws and regulations

The Group is not aware of any material non-compliance with the Trade Descriptions Ordinance, Copyright Ordinance, Prevention of Copyright Piracy Ordinance and other applicable laws and regulations that have a significant impact relating to health and safety, advertising, labelling and privacy matters relating to products and services provided and methods of redress on the Group in Year 2018.

In addition, no significant fines had been reported in Year 2018.

ANTI-CORRUPTION

The Group has policy regarding bribery and corruption in any form or at any level named "Practical Guide on Corruption Prevention" (防貪防腐防違規指引). The policy sets out its requirements and practices regarding the prevention, identification, and handling of any instances of alleged, proven bribery or corruption.

The Group has established a regular review process on its business practices and anti-corruption measures and guidelines, as well as reported improprieties investigation.

Sound organisational structures and policies are in place in the Group to uphold a high standard of corporate governance and maintain an ethical corporate culture.

Compliance with relevant laws and regulations

The Group is not aware of any material non-compliance with the Prevention of Bribery Ordinance and other applicable laws and regulations that has a significant impact on the issuer relating to bribery, extortion, fraud and money laundering in Year 2018.

There was no legal case concerning corruption brought against the Group or its employees in Year 2018.

產品責任

本集團極度重視確保客戶滿意產品及服務。本集團致力確保其在產品健康與安全、標籤及私隱方面均遵守其經營所在司法權區的法例及規例。本集團要求其僱員遵守適用的政府及監管法例、規則、守則及規例。此外，PAM為其相關僱員舉辦產品責任及規格方面的培訓課程。本集團為新僱員安排入職培訓，而所有現有僱員則定期接受再培訓。

PAM在調查及確保所有產品擁有良好品質後，方會將產品售予客戶。為增強售後服務，PAM於店舖提供汽車維修服務。

遵守相關法例及規例

於二零一八年度，本集團並不知悉有任何嚴重違反《商品說明條例》、《版權條例》、《防止盜用版權條例》以及其他適用法例及規例，令本集團所提供產品及服務的健康與安全、廣告、標籤及私隱事宜以及補救方法方面構成重大影響。

此外，於二零一八年度，概無任何重大罰款。

反貪污

本集團設有名為「防貪防腐防違規指引」的關於禁止任何形式或任何層面賄賂或貪污的政策。該政策載有就防止、識別及處理任何涉嫌及經證實賄賂或貪污的事件有關的規定及實務。

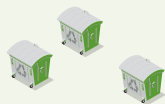
本集團已針對其業務慣例、反貪污措施及指引以及被舉報不當行為的調查制定定期審查程序。

本集團設有健全的組織架構及政策，以維持高水平的企業管治及維繫符合道德的企業文化。

遵守相關法例及規例

於二零一八年度，本集團並不知悉有任何嚴重違反《防止賄賂條例》以及其他適用法例及規例，令其在賄賂、勒索、欺詐及洗黑錢方面構成與發行人有關的重大影響。

於二零一八年度，本集團或其僱員並無涉及有關貪污的法律訴訟。





COMMUNITY INVESTMENT

The Group aims to help creating a harmonious, dynamic and liveable environment for the communities in which the Group operates by developing and managing properties that take into account of the local culture, environment and community's priorities. The Group maintains an appropriate level of community involvement and provides support to community activities and encourages employees to take part into work-life balance activities and community services.

Although the Group has not established and documented a specific community policy, social care is deeply seeded in the Group's corporate culture. Employees are encouraged to participate in various charitable events and community services.

社區投資

本集團在開發及管理物業過程中，將當地文化、環境及社區優先事項列入考慮範圍中，旨在協助本集團營運所在社區創造和諧、富有活力及宜居的環境。本集團維持適當水平的社區參與度，支持社區活動，並鼓勵僱員參與有助達致工作與生活平衡的活動及社區服務。

儘管本集團尚未制定並明文記錄具體的社區政策，但社會關愛深深扎根於本集團的企業文化之中。本集團鼓勵僱員參與各類慈善活動及社區服務。





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